

(c.) The books for answers are to be handed to the candidates a few minutes—not more than ten—before the time fixed for the examination, to enable the candidates to enter their numbers, &c., in the books and to accustom themselves to the surroundings before beginning work. Each examination-paper issued will bear a number, and this number is to be quoted by the candidate. The candidate's name is not to appear on the answer papers. The supervision of examinations is to be strict. On no account is an officer to be allowed to take into the examination-room any book or paper that will aid him in the examination, and no opportunity is to be afforded for conversation amongst the candidates. A candidate is not to be allowed to leave the examination-room and return, except in case of necessity, and in such a case he must be accompanied during his absence by a supervising officer.

(d.) The Department will pay the expenses of candidates in connection with efficiency examinations held at offices other than those at which they are stationed. In each such case the proposed arrangement for the conduct of the examination is to be approved of by the Secretary.

(e.) No expense, for accommodation or anything else, is to be incurred in connection with the conduct of a departmental examination without first obtaining the Secretary's authority.

48. Provided that they possess the necessary qualifications, officers may sit for a certificate of competency in the examination for wireless-telegraph operators on board ships. The examination is held every three months, and the entries close at the General Post Office on the last day of the month preceding the examination. The dates for the examinations may be obtained from District Telegraph Engineers. Candidates for the examination should forward their applications to the Secretary, through the District Telegraph Engineer. Except in the case of officers who are required under the Staff Regulations to sit for the examination in order to qualify for increase in salary or promotion, a candidate is required to pay an entrance fee of 5s., and if he requires to travel to the place of examination he must do so in his own time and at his own expense.

49. The Department will note on their appointment files and publish in the Official Circular the educational successes gained by officers in non-departmental examinations. Particulars of such successes furnished by officers for the purpose are to be certified to as correct by the local controlling officers, or alternatively the certificates submitted.

FIDELITY GUARANTEE.

50. (a.) Postmasters on the non-permanent staff, but in charge of money-order offices and post-office savings-banks, are required to give bond to the Crown, generally in the amount of £200. In the case of small money-order offices and savings-banks, however, a fidelity company's policy of £100 will be accepted in lieu of a private guarantee of £200. The amount of the bond for a money-order office alone is usually £100, and for postal-note offices—that is to say, offices at which Postmasters are entrusted with a credit stock of postal notes, but do not transact either money-order or savings-bank business—it is £50.

(b.) It is the duty of the Chief Postmaster to see that a bond is promptly executed and forwarded to the Secretary, with a report showing whether the bond refers to the opening of a new office or to a change of Postmaster or his sureties, &c., and a certificate that the sureties are financially able to carry out their undertaking and are otherwise suitable. It is also his duty to keep a record of